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Cycles for Annual, Third Year, and Tenure Reviews--Effective Beginning 2009-10*				Notes
	Fall Quarter	Winter Quarter	Spring Quarter	
1st Year				"Faculty on annual tenure must be reviewed after the completion of the first year of their appointment and each subsequent year" (1996, University Tenure and Promotion Guidelines).
2nd Year	Oct--Conduct the review of the faculty member's first year			
	Dec--Chair shares the review with faculty member			
3rd Year		Feb--Faculty file to dept.	April--Chair shares the review with faculty member and sends recommendation to dean	"...there must be a review at the end of the third year" (1996 University Tenure and Promotion Guidelines).
		Mar--Committee recommendation to chair	May--Dean's recommendation to Vice Provost	
4th Year	Oct--Conduct the review of the faculty member's progress.			
	Dec--Chair shares the review with the faculty member			
5th Year	Oct--Conduct the review of the faculty member's progress.			
	Dec--Chair shares the review with faculty member			
6th Year	Oct--Conduct the final review of the faculty member (this review determines recommendation for tenure)	Jan--Departmental/Committee recommendation(s) to dean		
	Dec--Chair shares committee and chair recommendations with the faculty member	Feb--Dean's recommendation to Provost		

*Supplemental letters attached to letters of appointment for all new hires must include these timelines. Those hired prior to 2009-2010 should be reviewed according to this schedule unless their supplemental letters indicate otherwise.